

ST. CLAIR COUNTY ADVISORY BOARD OF HEALTH
MONTHLY MEETING
August 16, 2023

- I. MEETING – called to order at 9:00 a.m. by Chair, John Jones.
- II. MEMBERS PRESENT –John Jones, Monica Standel, Marie Muller, Kevin Watkins, Steven Gura, Kenneth Heuvelman, Dawn Fulk & Lisa Beedon
MEMBERS ABSENT – None
- III. STAFF PRESENT – Elizabeth King, Greg Brown and Tammie Berger
- IV. CITIZENS WISHING TO ADDRESS THE BOARD – None
- V. MINUTES – The Board received the July 2023 meeting minutes. Motion by Standel, seconded by Gura to approve the minutes. Motion carried.
- VI. BUDGET TO ACTUAL & AP TRANSACTION REGISTER - The Board received and reviewed the July Budget to Actual Report and the July 2023 AP Transaction Register in the amount of \$43,843.39. Motion by Standel, seconded by Watkins to accept the July Budget to Actual Report and the AP Transaction Register. Motion carried.
- VII. CORRESPONDENCE – The Board received the following correspondence:
 - a. Two letters to new BOH member Dawn Fulk, one from county administrator and the second from the Health Officer.
 - b. Ken H. noted that the health department provide Odyssey House a letter of support for a CDC grant that they were applying for. Liz noted she would email the letter to the Board.
- VIII. UNFINISHED BUSINESS – John asked about the status of the building renovation and HD move. Greg stated that 3 of the 4 bids were within a few thousand dollars of each other so interviews with 3 architect firms are being conducted by the selection committee. Lisa Beedon commented that there is some support for the use of appropriate ARPA dollars for the building renovation and HD move.
- IX. NEW BUSINESS
 - a. HEALTH OFFICER UPDATE – E. KING
 - i. Recently an MPH student from CMU doing a public health rotation look at health department structure across the state. Twelve departments were compared.
 - ii. CHIP – There is a snapshot document posted. There will be some printed and distributed at the Council on Aging and Library to engage community involvement.
 - iii. Plan of Organization – Plan of organization went to the Board of Commissioners . This document is necessary for Accreditation and needs to be submitted by August 21st, prior to our October Accreditation site visit.

- iv. Staffing – There is an opening in WIC for a full-time dietitian. One of the two part-time nurse practitioner positions have been filled. Two candidates will be interviewed later this week for the second position. No qualified social work applicants have been received.
- v. We continue to review the employee on-boarding process.
- vi. The HD data manager has developed a new employee evaluation tool and it is being used by staff.
- vii. The data manager continues his meetings with the M.E. office and hope to have an annual report completed soon.
- viii. An electronic survey has been issued for clients using nursing services and will be sent via text message. The survey for EH will be accessed by using an AR code. Client satisfaction surveys are an accreditation indicator.
- ix. WIC staff will be making the switch from virtual to in-person appointment. The Federal waiver that allowed this was issued in March 2020. Since 2021 clinics have been a hybrid. In Michigan the focus will be on more in-person visits for WIC clients.
- x. Accreditation Prep – This year will be a rebuilding process with no unmet indicators. New this year is the uploading of your documents. We have been told that some reviewers may still prefer a binder.
- xi. MCDC – The dental clinic continues on a new patient pause. Currently their waiting list is 215. They have contacted 35 individuals from that list. Starting in September will be a new PT dentist. They hope this will help get through the waiting list. There is still a vacancy for a part-time dental hygienist.
- xii. COVID – still some outbreak clusters in nursing homes and the jail. We are no longer able to order vaccine from the State and it will be ordered from the vendor like any other vaccine. The State has noted that there are about 51,000 does available statewide to offer at no cost when eligible. We are no longer doing PCR testing; however, home testing kits are still available for free. The signs were discussed. At this time, they will remain until the road commission slows down from construction season.
- xiii. Dr. Nevin – All is going well with the transaction. We are still awaiting the State to issue his pharmacy licenses. In the meantime, the NP must write paper script as needed. We are working with the Rite Aid on 24th Street, who is assisting with clients that need assistance with certain medications.

X. ITEMS FROM MEMBERS


- a. Marie asked about the septic code bill. Liz noted that Steve is on a committee that is meeting with EGLE. There has been a rewrite, but has not been introduced as a bill yet.
- b. Liz noted that in the EH report regarding the surveillance of vector borne illnesses, there has been no discovery of the Aedes species mosquito, however black legged ticks have been found in both Fort Gratiot and Columbus Township parks during tick drags.
- c. Kevin asked about the law requiring licensed Nurses to complete Implicit Bias Training prior to license renewal. Liz noted that all staff must complete the training by the end of August, and will be accountable for doing so.

- XI. NEXT MEETING - The next monthly meeting will be held on Wednesday, September 20, 2023 at 9:00 a.m. in the North Conference Room.
- XII. ADJOURNMENT – Motion by Standel, seconded by Heuvelman to adjourn. Motion carried. Meeting adjourned at 10:20 a.m.

Prepared and submitted by:


Elizabeth King, RN, BSN, Director/Health Officer


John Jones, Chairperson


Steve Gura, Secretary

Distribution to:

Advisory Board of Health Members
Jeff Bohm, Chairperson, Board of Commissioners
Members of the Board of Commissioners
Karry Hepting, Administrator/Controller
Elizabeth King, Director/Health Officer
Greg Brown, Administrator